



Equality, Diversity and Inclusion Policy Short Guide - easy-read



Legal framework

This policy is based on our values below and the legal requirements within the Equality Act 2010, to protect people when in the UK from discrimination, harassment, bullying and victimisation in the workplace, and public life based on the grounds of nine protected characteristics:

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

FACT is committed to going beyond the legal minimum compliance for equality, we also recognise the following characteristics:

- gender identity (full spectrum genders)
- neurodiversity
- care-giving / parental responsibilities
- socioeconomic background

Read the ➤ [UK Equality Act 2010](#)



Our approach

FACT Liverpool believes in enriching lives and shaping the future through film, art and creative technology. Equality, Equity, Diversity and Inclusion (EEDI) is at the heart of everything we do at FACT.



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We recognise that:

- **Equality** is providing accessible resources, experiences and opportunities for everyone
- **Equity** is recognising and removing barriers based on an individual's needs
- **Diversity** is creating space for diverse voices and reflecting different cultures and lived experiences
- **Inclusion** is creating opportunities for all people to work at, engage with and experience FACT's arts and cultural offer



Our values

Friendly → We are warm and welcoming, a social space for people, conversations and interaction

Curious → We encourage people to be curious, to question, experience new things and to find out more about the world around them

Transformative → We champion radical visions, diverse voices and are open to new ideas

Responsive → We are responsive to others and their communities, recognising our power to create and share positive change



Our commitments

FACT commits to ensuring our workplace, arts centre, programme and platforms are safe, accessible and representative of the communities which we work with. We are committed to promoting equality of opportunity, tackling discrimination and valuing the diversity of our staff and the communities we work with. We understand that each of us brings our lived experiences, social positions and uniquenesses to what we do.

We are a disability equity charity - so, we'll build a culture that's accessible and inclusive first. And we will listen, learn and keep improving to increase opportunities within the workplace and through our arts and cultural offer.



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We recognise

We **provide** equity, fairness and respect for all in our employment, whether temporary, voluntary, part-time or full-time.

We **oppose** and avoid all forms of unlawful discrimination.

We **recognise** the value and diversity of lived experiences.

We **support** staff, freelancers, volunteers and artists in demonstrating inclusive values and behaviours.

Organisational Commitments: FACT's Board, Executive team, Senior Management and HR create and sustain an equal and inclusive workplace by ensuring the following:

- We care about diversity in FACT and the sector - we welcome applications to opportunities at FACT from people of all backgrounds and particularly from candidates who identify as being/from the: Black, Asian or Global Ethnic Majority heritage, D/deaf, Disabled, Neurodivergent, differently-abled, LGBTQIA+ community, are from lower socio-economic backgrounds and/or have lived experience of racism and/or ableism
- We will promote best practices and ensure legal compliance
- As a member of the Liverpool Arts & Culture Race Equality Manifesto, we commit to drive inclusion and equality in arts and culture, diversify the sector, and speak out against racism
- As a Disability Confident Employer - we will make reasonable adjustments to remove barriers when working with staff, artists, our communities or stakeholders
- Make reasonable adjustments and develop an approach of adapting when working with other employees, artists, our communities or stakeholders
- We are registered with Able Futures to deliver workplace mental health support to staff
- Provide a safe space for employees, potential employees and members of our

communities to express their preferred pronouns and identifying language

- Safeguard employees and potential employees against discrimination because of their protected characteristics
- We will equip our teams with Equality, Equity, Diversity and Inclusion (EEDI) and Disability Awareness training, along with the required skills, knowledge and language and strive to embed EEDI and access in everything we do
- FACT will consciously and publicly address issues of representation within its artistic programme. We have an ongoing commitment to seek out and share voices less likely to be heard in cultural spaces

Read our ➤ [Disability Confident Commitments](#)

Read the ➤ [Race Equality Manifesto](#)



Employee Duties: FACT's employees and those with whom we work create and sustain an equal and inclusive workplace by the following:

- Within and with our communities, learn about and respond to the lived experiences of underrepresented groups
- Remain in constant conversation with underrepresented groups within our communities, ensuring we can suggest ways we can welcome and support those groups
- Promote equality and diversity within the workplace, and speak out against disrespectful or discriminatory behaviours
- Employees have a duty not to discriminate against any of their colleagues because of their protected characteristics or to engage in any behaviour that could be interpreted as harassment, irrespective of motive
- Employees must uphold this policy and ensure that colleagues are treated with respect and dignity



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Language

The language we use is essential in helping to create a safe and inclusive environment where everyone feels welcome and included. We agree on, and regularly review, a shared language that is inclusive, reduces bias, recognises barriers and demonstrates an understanding of how different lived experiences lead to different ways of experiencing the world.

- We will **ask first** to check how and when people want to use identifying language
- We will use gender-neutral language and nouns
- We will use inclusive and preferred pronouns when known
- We will refer to individuals and groups by **their preferred** racial, national or ethnic identity
- We will respect intersectionality and use terms that reflect the diversity of lived experiences
- We will avoid the use of homogenising terms

Read our ➤ [Glossary of Terms](#)



Monitoring

As an equitable organisation, we will always aim to improve our diversity, inclusion and access. We commit to monitoring and tracking progress against our commitments and regularly report these to the staff team and Board:

- **Monitor** the diversity and experiences of our workforce via anonymous annual Equality, Equity, Diversity and Inclusion surveys
- **Monitor** the diversity and experiences of our recruitment processes via anonymous Equality, Equity, Diversity and Inclusion surveys
- **Monitor** access and inclusive practices through audience and workforce feedback



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Ways to speak out

If you have a comment, would like to raise a concern or make a complaint related to Equality, Equity, Diversity and Inclusion, they can be reported by following FACTs

Read our ➤ [Complaints policy](#)

Alternative formats of FACT's Equality, Diversity and Inclusion policy short guide is available in:

- ➔ Large Print
- ➔ Colour Background

